

CONTACT



Nadine Bou Melhem

📍 Dohit Al Hoss , Beirut
☎ 0096170867012
@ boumelhem.nadine@gmail.com

OBJECTIVE

Highly analytical Mechanical Engineer with a strong foundation in design, estimation, and contracting. Proven ability to accurately estimate project costs and develop efficient designs that meet performance and budgetary requirements. Expertise in CAD software, material selection, and manufacturing processes. Seeking a challenging role to contribute to the success of innovative engineering projects.

EXPERIENCE

November 2023 -
Till now

- **Design & Pricing Engineer**

JMG, Lebanon

Key Accountabilities

- Authorized Distributor of Trane in Nigeria & Ghana
- Authorized Distributor of York in Ivory Coast & Iraq
- Design HVAC layouts and drawings to meet requirements of clients.
- Selecting AC units (DX, VRV, AHU, Chillers, & Heat recovery) and ventilation equipment using Trane softwares and York selection programs,
- Conducting design and shop drawings of air conditioning projects (detailed ducting, copper piping, composite drawings, etc.)

November 2016 -
August 2022

- **Site Engineer**

GREE, SOCIETE ACSONS S.A.R.L; LEBANON

Key Accountabilities

- Performing cooling and heating load calculations
- Selecting AC units (DX, VRV, Chillers, & Heat recovery) and ventilation equipment
- Conducting design and shop drawings of air conditioning projects (detailed ducting, copper piping, composite drawings, etc.)
- Performing site supervision, coordination with all trades (mechanical, electrical, & architectural), field inspections, and managing daily activities
- Conducting commissioning (startup, testing, and balancing)
- Engaging in business development (client interaction, engagement and follow-up)
- Preparing bill of quantities and variation orders
- Preparing as-built drawings

September 2013 -
January 2015

- **Buissness Development**

SDT INTERNATIONAL; DUBAI

Key Accountabilitie:

- Identifying new leads and potential new clients through research and networking.
- Researching the needs of other companies and connecting with purchasing decision-makers.
- Establishing rapport with potential clients and setting-up meetings
- Attending events, conferences, and workshops relevant to the construction industry.
- Contacting clients to inform them about new developments in the company's services.
- Developing quotes and proposals.
- Negotiating and renegotiating proposals for subcontractors.

March 2012 -
February 2013

- **Site Supervision**

SDT INTERNATIONAL; Qatar

Key Accountabilities

- Performing site supervision, coordination with all trades (mechanical, electrical, & architectural), field inspections, and

Revising material submittals, shop drawings.
Coordinating design issues, schedules.

October 2010 -
March 2012

- **Site Engineer**

Khater engineering & trading, Hitachi; Lebanon

Key Accountabilities

Preparing load calculation

Selecting AC units (DX, VRV, Chillers, & Heat recovery) and ventilation equipment

Conducting design and shop drawings of air conditioning projects (detailed ducting, copper piping, composite drawings, etc.)

Coordinating composite drawings.

Executing VRV systems for different residential buildings and villas.

Preparing list of Materials and Comparison sheets

December 2008 -
July 2009

- **Mechanical Engineer**

HAPCO; KSA

Key Accountabilities

Coordinating all electromechanical trades for shop drawings and installation.

Preparing bill of quantities and as-built drawings.

August 2007 -
September 2008

- **Design engineer**

Khatib&Alami; Lebanon

Key Accountabilities

Preparing design of HVAC (including material selection for AHU, FCU, chiller, VAV), Water Supply, and Drainage systems on

Mixed Use Complex Development

Conducting Load calculation.

Selecting AC units (DX, VRV, Chillers, & Heat recovery) and ventilation equipment

EDUCATION

2007

- **Lebanese University**

Mechanical Engineering

Bachelor Degree

SKILLS

- **IT SKILLS & PROFICIENCY** Strong computer skills including Windows and Microsoft Office applications (Word, Excel, Power Point, Access and Microsoft Project), AutoCAD and Mechanical Desktop. Knowledge of computer software for calculation of thermal load (Carrier block load, Carrier hourly analysis program (HAP) and Carrier AHU Builder). Knowledge of computer software for simulation of thermal load (MATLAB, FEMLAB) Revit (BIM) software